

Guidance notes are available to support the completion of this Report via the Cardiff University Intranet [here](#) and from ExternalExaminers@cardiff.ac.uk.

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	For completion by External Examiner:		
Name of External Examiner:	Jackie Knight		
Home Institution / Employer of External Examiner:	Sussex University (BSMS)		
Programme and / or Modules Covered by this Report	MSc Psychiatry		
Academic Year / Period Covered by this Report:	Year 18-19	Date of Report:	September, 2019

Please complete all information in the spaces provided and submit within **six weeks** of the Examining Board (the dissertation stage Examining Board in the case of postgraduate Master's programmes).

Please note this form will be published online and should not make any reference to any individual students or members of staff in accordance with the General Data Protection Regulation (2018).

Please extend spaces where necessary.

1. Programme Structure (curriculum design, programme structure and level, methods of teaching and learning)

Currently the course team are undergoing a review of the curriculum design and I was delighted to be invited to a meeting to share their ideas. I fully support the ideas for a new structure, and it is timely to organise the modules and assessment processes into a contemporary context. The academic team have reviewed modules, incorporating new contemporary blended learning material and assessment processes. This structure is for both full time and part time students. Programme aims and learning objectives are relevant. Modules are interesting, structured to incorporate relevant theoretical and practical aspects that are current in practice. Academic structures are suitable for home and international students.

2. Academic Standards (comparability with other UK HEIs, achievement of students, any PSRB requirements)

The standards achieved are comparable to other UK HE Institutions. Learning outcomes fit good practice and practice for purpose in the medical and health / social care arena.

3. The Assessment Process (enabling achievement of aims and learning outcomes; stretch of assessment; comparability of standards between modules of the same level)

I have attended a meeting where detailed discussion has been undertaken on the marking of assessments, structure, organisation and design meets the professional and academic requirements.

I have reviewed and had sufficient access to all assessments / assignments from all modules, providing an excellent overview on assessments, structure, organisation and design of the programme.

I have reviewed material on the black board site and have been impressed with the online instruction, guidance and student engagement for this programme.

I am looking forward to working with the course team for another year with the new structures and assessments which will be implemented following validation.

4. Examination of Master's Dissertations (if applicable) (sample of dissertations received, appropriateness of marking schemes, standard of internal marking, classification of awards)

Clarity has been given on all assignments when work is due and have had the opportunity to engage in discussion when needed. With the appointment of the new programme director, course team and the administrative staff, this year has been an excellent experience of partnership working, outstanding communication and organisation. I wish to commend the team this year as there was a need for speedy organisation and managing some challenges inherited with the handover of staff. Throughout the year, I have reviewed a diverse range of dissertations and reviewed re-submissions and fails. In total I have reviewed approximately 11. On speaking with the module leaders, we have had the opportunity to engage and share interesting debate on grading, flexible learning and meeting assessment criteria.

5. Year-on-Year Comments

[Previous External Examiner Reports are available from the Cardiff University Website [here](#).]

I commend the course team and throughout the year, I have been fully engaged and have felt part of a professional academic team. The admin team support any of my queries / questions, I am emailed regarding external duties and updated on a regular basis. All information emailed and received. Very informative.

6. Preparation for the role of External Examiner (for new External Examiners only) (appropriateness of briefing provided by the programme team and supporting information, visits to School, ability to meet with students, arrangements for accessing work to review)

NA

7. Noteworthy Practice and Enhancement (good and innovative practice in learning, teaching and assessment; opportunities for enhancement of learning opportunities)

Student performance was of a high level. Some pieces of work examined, I have commented and encouraged publication. During the exam board, extensive opportunity was given to discuss existing action for recruitment and how the programme has successfully enrolled International students. Exploration on local recruitment was discussed and the National perspective to such a programme. I commend the team on its ongoing success for programme sustainability. The team discussed new validation proposals for the programme, so assessment strategies will be reviewed and meet a contemporary medical, health and social care practice climate. These changes will also allow for international students to focus on their home country working practices, so cultural comparisons can be made. New titles for modules too were discussed to ensure they encompassed the message of content and learning objectives. I have provided independent feedback for the periodic review / validation process. I am very pleased to see the new ideas being proposed. I wish the course team a successful validation. I also note that enhancement of learning will be supported by stronger internal stakeholder partnerships where teaching will be offered by the research team in the faculty. Also, the application of Erasmus was another to consider, so staff and student mobility can be promoted where possible.

8. Appointment Overview (for retiring External Examiners only) (significant changes in standards, programme/discipline developments, implementation of recommendations, further areas of work)

I have another year to complete until my appointment ends. My term has been extended.

9. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

		Yes (Y)	No (N)	N/A (N/A)
Programme/Course information				
9.1	Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?	Y		
9.2	Were you asked to comment on any changes to the assessment of the Programme?	Y		
Commenting on draft examination question papers				
9.3	Were you asked to approve all examination papers contributing to the final award?	Y		
9.4	Were the nature, spread and level of the questions appropriate?	Y		
9.5	Were suitable arrangements made to consider your comments?	Y		
Examination scripts				
9.6	Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent?	Y		
9.7	Was the general standard and consistency of marking appropriate?	Y		
9.8	Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?	Y		
9.9	Were you satisfied with the standard and consistency of marking applied by the internal examiners?	Y		
9.10	In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?	Y		
Coursework and practical assessments				
9.11	Was the choice of subjects for coursework and / or practical assessments appropriate?	Y		
9.12	Were you afforded access to an appropriate sample of coursework and / or practical assessments?	Y		
9.13	Was the method and general standard of assessment appropriate?	Y		
9.14	Is sufficient feedback provided to students on their assessed work?	Y		
Clinical examinations (if applicable)				
9.15	Were satisfactory arrangements made for the conduct of clinical assessments?			NA
Sampling of work				
9.16	Were you afforded sufficient time to consider samples of assessed work?	Y		
Examining board meeting				
9.17	Were you able to attend the Examining Board meeting?	Y		

9.18	Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?	Y		
9.19	Cardiff University recognises the productive contribution of External Examiners to the assessment process and, in particular, to the work of the Examining Board. Have you had adequate opportunities to discuss the Programme and any outstanding concerns with the Examining Board or its officers?	Y		
Joint examining board meeting (if applicable)				
9.20	Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?			NA
9.21	If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?			NA
9.22	Was the Composite Examining Board conducted according to its rules?			NA

Please return this Report, **in a Microsoft Word format**, by email to:
externalexaminers@cardiff.ac.uk

Your fee and expenses claim form and receipts, should be sent electronically to the above email address or in hard copy to:

External Examiners, Registry, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE